

REPORT

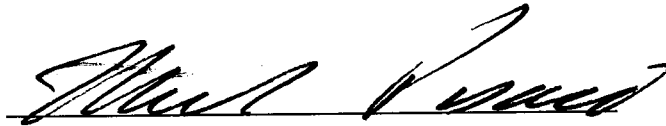
TO: Administration Committee
Regional Council

FROM: Sam Mehta, Contracts Manager (213) 236-1813
Email: mehta@scag.ca.gov

SUBJECT: Approval of Contracts Over \$25,000

DATE: August 14, 2003

EXECUTIVE DIRECTOR'S APPROVAL



RECOMMENDED ACTION: Approve Contracts

SUMMARY:

- **The following consultant contracts are recommended for approval:**

Arthur Bauer & Associates	NTE \$240,000
Community Design + Architecture	NTE \$112,796
Meyer, Mohaddes Associates, Inc.	NTE \$3,987,703
- **The following Subregional consultant contract is recommended for approval:**

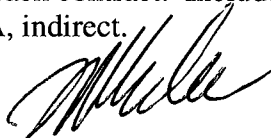
Kaku Associates	NTE \$ 44,257
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- **The following office supply contract is recommended for approval:**

Boise Cascade Office Products	NTE \$120,000
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FISCAL IMPACT:

The Work Element is listed on the detail page for each contract. Included is the Work Element and category of funding, for example FHWA, FTA, indirect.

RC/ADMIN Agenda 9/4/03
PC DOC#89251



CONSULTANT CONTRACT

Consultant: Arthur Bauer & Associates

Scope: The Consultant will further refine the financial plan for the 2004 RTP and develop legislative strategies for implementing SCAG's RTP financial strategies. Consultant will provide financial and legislative analyses as well as managerial support to SCAG staff.

Contract Amount:	Total not to exceed	\$240,000
	Arthur Bauer & Associates (prime)	\$215,100
	Sperry Capital (subcontractor)	\$ 24,900

Contract Period: September 2003 through June 30, 2005

Work Element:	04-010.SCGC3	...\$50,000	Funding source: Consolidated Planning Grant - FHWA
	04-XXX	...\$50,000	Funding source: Consolidated Planning Grant – subject to approval of SCAG's FY 03-04 budget amendment
	05-XXX	...\$140,000	Funding source: Consolidated Planning Grant – subject to approval of SCAG's FY 04-05 budget

Request for Proposal: SCAG staff mailed postcards to 74 pre-qualified firms on SCAG's bidders list to notify them of the release of RFP No. 04-003. The RFP was also posted on SCAG's web site. The following two proposals were received in response to the solicitation:

Arthur Bauer & Associates (1 subcontractor)	\$240,000
Public Financial Management (no subcontractors)	\$192,710

Selection Process: The Proposal Review Committee (PRC) evaluated both proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with both offerors.

The PRC was comprised of the following individuals:

Annie Nam, SCAG, Senior Planner
Bernice Villanueva, SCAG, Associate Planner
Leann Williams, Caltrans Dist. 7, Sr. Transportation Planner
Gloria Anderson, LACMTA, Program Manager

Basis for Selection:

The PRC recommends Arthur Bauer & Associates for the contract award because of their extensive experience in transportation finance and planning. Through their written proposal and interview, Arthur Bauer & Associates demonstrated a thoughtful understanding of the fiscal issues facing the SCAG region, including the impact of growth and air quality policies on our revenue forecast. Although Arthur Bauer & Associates did not submit the lowest bid, the PRC felt that the quality of Arthur Bauer & Associates' proposal well outweighed the cost differential between Arthur Bauer & Associates and Public Financial Management. The PRC's emphasis was placed on the importance of engaging a firm with well-rounded expertise in long term regional planning and a solid legislative background, while meeting the debt financing requirements.

CONSULTANT CONTRACT

Consultant: Community Design + Architecture

Scope: The Consultant will conduct a land use planning study with the focus of promoting transit-oriented uses on approximately 100 acres near the City of Palmdale's Metrolink train station and transit center that are currently under construction. The plan will also outline efforts to stimulate development through identification of a set of tools, programs, incentives and policies that enhance both public and private investment. As part of this effort, the Consultant will assist the City in preparation of a comprehensive area plan identifying key opportunities and constraints that will lead to phased development.

Contract Amount:	Total not to exceed	\$112,800
	Community Design + Architecture (prime)	\$ 56,175
	Nelson\Nygaard Consulting Assoc. (subcontractor)	\$ 21,805
	Economic & Planning Systems (subcontractor)	\$ 14,080
	ICF Consulting (subcontractor)	\$ 12,140
	John M. Cruikshank Consultants (subcontractor)	\$ 8,600

Contract Period: October 1, 2003 through June 30, 2004

Work Element: 04-200.SCGC1...\$102,800 (Funding source: FTA -5313b)
04-200.SCGC1...\$ 10,000 (Funding source: City of Palmdale)

Request for Proposals: SCAG staff mailed postcards to 89 pre-qualified firms on SCAG's bidders list to notify them of the release of RFP No. 03-040. The RFP was also posted on SCAG's web site. The following seven proposals were received in response to the solicitation:

Community Design + Architecture (4 subcontractors)	\$112,800
IBI Group (no subcontractors)	\$112,500
Jenkins/Gales & Martinez, Inc. (3 subcontractors)	\$112,124
LCA Town Planning & Architecture, LLC (2 subcontractors)	\$112,800
RBF Consulting (1 subcontractor)	\$111,132
URS (1 subcontractor)	\$112,800
Van Meter Williams Pollack LLP (3 subcontractors)	\$112,782

Selection Process: The Proposal Review Committee (PRC) evaluated all seven proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with the three offerors with the highest proposal evaluation score:

Community Design + Architecture
Van Meter Williams Pollack LLP
LCA Town Planning & Architecture, LLC

The PRC was comprised of the following individuals:

Sharon McCaughey, City of Palmdale, Senior Planner
Bill Padella, City of Palmdale, City Traffic Engineer
Elizabeth Mahoney, Metrolink, Manager of Development
Linda Wright, Caltrans, Chief of Transit Grants Branch
Sina Zarifi, SCAG, Senior Regional Planner

Basis for Selection: Community Design + Architecture is a land use-planning consultant with extensive experience in transit-oriented development. They were able to address all of the requirements listed in the RFP and they are the only consultant (from the consultants interviewed) that have a civil engineer on board to prepare the infrastructure study. The Consultant has experience in developing transit overlay ordinances, which may be useful in implementing the Transit Village - Palmdale project. Also, the subconsultants have extensive experience, especially in the areas of relocation, marketing, and implementation strategies, which are essential components of this project. The proposed schedule is reasonable, with adequate flexibility to accommodate changes if necessary. Community Design + Architecture received the highest overall score.

CONSULTANT CONTRACT

Consultant:

Meyer, Mohaddes Associates, Inc.

Scope:

Consultant will conduct a major comprehensive, multi-modal inter-modal corridor study evaluating a key goods movement corridor area that generally extends from the Ports of Los Angeles and Long Beach, through Los Angeles and San Bernardino Counties, to the junction of the State Route 60/Interstate 10 (SR 60/I-10) Freeway Interchange in Riverside County. The main freeways of focus for this corridor study, which will be defined as the "Eastern Gateway Corridor," will include SR 60, I-10, Interstate 210/State Route 210 (I-210/SR 210, formerly State Route 30). Other north-south freeways will be evaluated in the overall context of the east-west freeways.

Contract Amount:

Total not to exceed	\$ 3,987,703
Meyer, Mohaddes Associates (prime)	\$ 2,131,610
DMJM+Harris (subconsultant)	\$ 518,855
RBF Consulting (subconsultant)	\$ 525,000
AZTEC Engineering (subconsultant)	\$ 160,000
The Robert Group (subconsultant)	\$ 249,499
The Sierra Group (subconsultant)	\$ 70,000
Aldaron (subconsultant)	\$ 132,739
Value Management Strategies (subconsultant)	\$ 50,000

Contract Period:

October 2003 through September 2005

Work Element:

04-010.SCGC1	\$ 75,000	(Funding Source: Consolidated Planning Grant)
04-XXX	\$ 525,000	(Funding Source: Consolidated Planning Grant - subject to approval of SCAG Budget Amendment 1)
04-XXX	\$1,000,000	(Funding Source: Caltrans grant - subject to approval)
05-XXX	\$ 800,000	(Funding Source: SANBAG and RCTC)
05-XXX	\$1,400,000	(Funding Source: Consolidated Planning Grant – subject to approval of SCAG OWP)
06-XXX	\$ 187,703	(Funding Source: Consolidated Planning Grant – subject to approval of SCAG OWP)

Request for Proposal:

SCAG staff mailed postcards to 93 pre-qualified firms on SCAG's bidders list to notify them of the release of RFP No. 03-049. The RFP was also posted on SCAG's web site. The following three responsive proposals were received:

Kaku Associates (8 subcontractors)	\$3,957,000
Meyer, Mohaddes Associates (7 subcontractors)	\$3,987,703
Wilbur Smith Associates (9 subcontractors)	\$3,981,712

Selection Process:

The Proposal Review Committee (PRC) evaluated all three proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with all three offerors.

The PRC was comprised of the following individuals:

Dan Kopulsky, Project Manager, Caltrans District 8
Linda Taira, Project Manager, Caltrans District 7
Stephanie Wiggins, Program Director, RCTC
Steve Smith, Project Manager, SANBAG
Naresh Amatya, Lead Senior Planner, SCAG
Mark Griffin, Senior Regional Planner, SCAG
Michelle Smith, Project Manager, MTA

Basis for Selection:

The PRC recommends Meyer, Mohaddes Associates, Inc. for the contract award because of the team's innovative approach to the Scope of Work, successful completion of similarly complex and technically challenging projects, impressive responses to the questions posed during the interview, and excellent past performance record.

In particular, Meyer, Mohaddes Associates demonstrated an understanding of the Scope of Work and what is needed to accomplish the goals and objectives of the study. The firm demonstrated the ability to stand the engineering challenges for the street corridors. The Consultant's outreach subcontractor demonstrated an understanding of what is needed to reach out to the communities involved.

Meyer, Mohaddes Associates, Inc. received the highest evaluation score of the three contending consultant teams, and is unanimously the first choice of the PRC.

SUBREGIONAL CONSULTANT CONTRACT

Consultant: Kaku Associates

Scope: The Consultant will evaluate existing traffic data, and develop and analyze alternatives to the existing one-way street system in downtown Los Angeles, including, but not limited to, Figueroa and Flower Streets. The purpose of the study is to evaluate which corridors could/should be converted from one-way to two-way streets, in order to encourage a more pedestrian-friendly environment. Consultant will also evaluate and develop: Existing Condition Analysis, Travel Demand Forecast, Impact Analysis, Mitigation Measures, Meetings with Stakeholders, and Final Report. The study will serve as a model for similar studies which may be conducted throughout the region.

Contract Amount:

Total not to exceed	\$44,257
Kaku Associates (Prime)	\$44,257
(No Subcontractors)	

Contract Period: September 30, 2003 to August, 2004

Work Element: 04-010.CLAC1 ... \$ 44,265 (Funding source: FTA)

Request for Proposal: SCAG staff mailed postcards to 225 pre-qualified firms on SCAG's bidders list to notify them of the release of RFP No. 03-055. The RFP was also posted on SCAG's web site. The following four proposals were received in response to the solicitation:

ARUP (3 subcontractors)	\$42,571
David Evans & Associates (1 subcontractor)	\$44,265
Kaku Associates (no subcontractors)	\$44,257
Katz, Okitsu & Associates (1 subcontractor)	\$ 49,553

Selection Process: The Proposal Review Committee (PRC) evaluated all four proposals in accordance with the criteria set forth in the RFP, and the selection process was conducted in a manner consistent with all applicable Federal and State contracting regulations. Interviews were held with all four proposers.

The PRC was comprised of the following individuals:
Armen Hovanessian, LADOT, Sr. Transportation Engineer
Roy Kim, LADOT, Sr. Transportation Engineer
Tahirih Smith, Caltrans, Sr. Transportation Planner
Alan Bowser, SCAG, Sr. Transportation Planner
Kang Hu, LADOT, Sr. Transportation Engineer

Basis for Selection:

The PRC recommends Kaku Associates (KA) for the contract award for several reasons: KA is a highly reputable firm known for quality engineering studies; KA has relevant project experience in the vicinity of the study area, including assisting with the preparation of the transportation element of the Downtown Strategic Plan, assisting with the development of the Figueroa Corridor Economic Development Strategy for the CRA, and developing a parking and circulation management plan for Staples Center; and KA presented an innovative and comprehensive approach to the required tasks. Furthermore, KA received the highest overall total score of the four proposers. Although KA did not have the least expensive proposal, the PRC felt that the superior quality of KA's proposal well outweighed the slight cost differential between KA and ARUP.

OFFICE SUPPLY CONTRACT

Vendor: Boise Cascade Office Products

Scope: Blanket purchase agreement for varieties of office supplies, small office equipment and white as well as color paper stock for the photocopiers and printers, on an as needed basis during current and the next fiscal year.

Contract Amount:

Total not to exceed (annually)	\$ 60,000
Total not to exceed (two years)	\$120,000
Boise Cascade Office Products (Prime)	\$120,000
(No subcontractors)	

Contract Period: September 2003 through June 30, 2005

Work Element:

04-840.SCGC90 ...	\$60,000 (Funding source: Indirect Overhead)
05-XXX	...\$60,000 (Funding source: Indirect Overhead- subject to approval of SCAG's FY 04-05 budget)

Request for Proposal: Not Applicable – As a governmental agency, SCAG has been given permission to take advantage of the State of California, Department of General Services – Procurement Division's Master Agreements, without having to solicit bids.

Selection Process: Not Applicable – 'Piggy Back' on the State of California Master Agreement with Boise.

Basis for Selection: State of California currently has a contract with Boise Cascade Office Products for the purchase of office supplies. SCAG has been given permission to take advantage of and participate into the State's Master Agreement with this vendor. By taking advantage of a very large high volume contract established by State, SCAG is able to obtain substantially lower pricing on a wide variety of office supplies and paper.